

# Operating Board Meeting Minutes

December 16, 2021  
Virtual Meeting Due to Covid-19

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**Meeting called by:** Chairperson Chief Padilla      **Type of Meeting:** Bi-Monthly Meeting  
**Location:** Valley Com

**MEMBERS:** Chairperson Chief Padilla, Kent Police  
Chief Schuldt, Renton Police  
Chief Caillier, Auburn Police  
Commander Richards PROXY, Des Moines Police (Police Contract Rep)  
Chief Keller, KC Medic One  
Chief Drever, Tukwila Police  
Stephan Neal PROXY, Federal Way Police  
Chief Morris, PSRFA  
Chief Thompson, VRFA  
Chief Heitman, Renton RFA  
A/C Kevin Crossen, SKF&R

**VISITORS:** Chief Smith, Mountain View Fire  
Chief Schrimpsheer, Algona Police  
Kimberly Nuber, PSERN Project Director  
David Mendel, PSERN Project Director  
Andrea Coulson, KC Medic One  
Deb Flewelling, King County E911 Office  
Jami Hoppen, King County E911 Office

**ABSENT:** Chief Wittwer, Tukwila Fire  
Chief Krimmert, Vashon Fire (Fire Contract Rep)

**VCC STAFF:** Lora Ueland, Executive Director  
Vonnie Mayer, Deputy Director  
Kristin Meitzler, Technical Services Manager  
Sean Morrow, Human Resources Manager  
Tatyana Bogush-Stakhov, Finance Manager  
Mary Sue Robey, Administrative Services Manager  
Evan Nelson, Training Manager  
Steve Kowalczyk, Supervisor I  
Melinda Wilde, Supervisor I  
Cassie Salwey, Public Records Specialist  
Gabby Ferreira, Public Records Specialist

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**Agenda Item:** Welcome and Roll Call

**Discussion:** None.

- Chief Morris, acting as Chair, called the meeting to order at 0936 hours. Chief Padilla later joined the meeting and assume Chair duties.

- A quorum was established.
  - There were no changes to the agenda.
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**Agenda Action Item: Approval of Meeting Minutes.**

**Discussion:** As below.

**Presenter:** Chief Morris

- Chief Keller moved to approve the October 28<sup>th</sup>, 2021 meeting minutes.
  - Chief Morris seconded. Motion approved.
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**Agenda Item: Approval of Voucher and Payroll.**

**Presenter:** Chief Schuldt read claims check numbers 31436 through 31518 in the amount of \$312,029.26 for the period of 10/14/2021 through 12/07/2021. Electronic payments in the amount of \$878,230.09 for the period of 09/22/2021 through 12/04/2021 and payroll in the amount of \$2,117,717.06 for the period of 10/16/2021 through 11/30/2021.

- Chief Caillier moved to approve the voucher and payroll as read.
  - Chief Drever seconded. Motion approved.
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**Agenda Item: Report from Chair.**

**Discussion:** None.

- Chief Padilla congratulated Chief Keller on his upcoming retirement.
  - Chief Keller introduced Andrea Coulson as the new Medic One Chief.
  - Members of the Board expressed their appreciation to Chief Keller as well as welcomed Andrea Coulson.
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**Agenda Item: Report from any Member.**

**Discussion:** None.

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**Agenda Item: PSERN Project Update.**

**Presenter:** Deputy Division Director Kimberly Nuber

- Ms. Nuber provided a PSERN project update, coverage testing update and schedule status.
  - If anyone would like additional details on PBA Coverage Test Results please contact Kimberly Nuber directly.
  - Information located at PSERN-Info.com
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**Agenda Item: King County E-911 Program Office.**

**Presenter:** Deb Flewelling

**Discussion:** None.

- Deb Flewelling announced her retirement at the end of January. Jami Hoppen was introduced as the new Government Relations and Outreach Manager. There were technical difficulties and Jamie Hoppen was unable to complete her introduction.

- Deb Flewelling provided an update on the 911 telephone replacement project.
  - Chief Padilla congratulated Deb Flewelling on her retirement and thanked her for her service over the years.
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**Agenda Item: Legislative Report.**

**Discussion:** Information

**Presenter:** Chief Padilla

- High-level meeting regarding recent violence occurred on December 15<sup>th</sup>, 2021. KC prosecutors' filings are down approximately 50% down which is directly attributed to lack of drug convictions.
  - Chief Morris stated they are noticing an increase in violence on the scene. Chief Crossen is hearing from firefighters about their concern for scene safety.
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**Agenda Item: Executive Director Report.**

**Discussion:** Information

**Presenter:** Executive Director Lora Ueland

- Director Ueland reported on the decrease in call volumes which is expected at this time of year. QA – still striving for 2% best practice for NENA. Contacted outsource options and the yearly cost would be approximately \$124,000, and will not be considered further.
  - Reviewed project and initiatives
  - The recent 911 outage did impact VCC and the system appropriately redirected 911 calls to the 10-digit line.
  - Lora briefed the Board on VCC's policy related to calls involving missing and/or endangered children.
  - VCC participated in a food drive with NORCOM and SNO911. VCC collected 2551 items, delivered to the Kent Food Bank by Mary Sue Robey and Justina Hanquet.
  - VCC participated in Renton PD's Battle of the Badges using the opportunity as a mini recruitment event.
  - VCC is engaged with the Program Office and regional PSAP partners in a radio ad campaign to attract applicants.
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**Agenda Item: Zone 3 Ops Chiefs Report.**

**Discussion:** None.

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**Agenda Item: Patrol Commander Report.**

**Presenter:** None.

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**Agenda Item: Good of the Order.**

**Discussion:** Information

**Presenter:** All

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- Brad Thompson VRFA – Thank you to VCC and specifically Supervisor Denese Moore for assistance to VRFA during their accreditation process.
- Chief Padilla – SPIDRTech is partially in use in Kent. Text messages are sent to appropriate 911 callers with information related to their call. Chief Padilla should have data to share at the next meeting.
- Next meeting for Operating Board is Thursday, February 24<sup>th</sup>, 2022.

**Meeting Adjourned at:** 1022 hours

**Minutes submitted by:**



**Cassie B. Salwey, Public Records Specialist, VCC**